

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS
PROCUREMENT DIVISION

10 Hotel Street
Warrenton, Virginia 20186
Phone: (540) 347-8730 Fax: (540) 347-5753

NOTICE OF CONTRACT AWARD

1. DATE: February 1, 2001
2. COMMODITY NAME: **Library Supplies**
Fairfax County
3. CONTRACT NUMBER: BL99-217723-14A-F
4. SUPERCEDES: BL96-000572-14
5. CONTRACT PERIOD: February 1, 2001-January 31, 2002
6. RENEWAL OPTIONS: One (1) Year Renewal
7. CONTRACTOR: See Contractor Information section
8. TERMS: Net 30
9. DELIVERY: See Attached Listing
10. F.O.B. Destination
11. FOR FURTHER INFORMATION CONTACT: Barbara Whitehurst
Buyer
PH:(540) 347-8730
12. NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOL USING DEPARTMENTS: This contract is the result of a competitive bid program and its use must follow the FCG&PS Procurement Policy/Procedures for the purchase of the commodity listed herein. Please see the reverse side of this notice for further instructions regarding this contract.

By: _____
Barbara Whitehurst
Buyer, FCG&PS Procurement

INSTRUCTIONS

1. Orders: All FCG&PS Using Departments must order services listed by issuing FCG&PS Purchase Orders per FCG&PS Procurement Procedures Manual. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 347-8655 or 8669.
2. The applicable contract number, vendor number, total dollar amount (can be done as a "Not to exceed" estimated figure), contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Contractor use.
3. Inspection on delivery and approval of contractor's invoice is the responsibility of the receiving using department.
4. Any complaint as to quality of goods or services, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to FCG&PS Procurement for handling with the Contractor. All complaints must be submitted in writing and can be forwarded to Procurement via fax or courier.
5. Renewals: As stated on the face of this notice, there is one (1) renewal available for this contract.
6. Minimum orders: There is no minimum order requirement for this contract. Unless noted on the contractor information section, all orders are F.O.B. destination with no transportation charges added.

Library Supplies
2/1/2001 – 1/31/2002
Contract #BL99-2217723-14A-F

Contractor Information

<u>Vendor Number</u>	<u>Contractor Name/Address</u>	<u>Phone and Fax Number</u>
632372	Demco PO Box 7488 Madison, WI 53707-7488 Attn: June Paynter	800.462.8709 888.329.4728 fax

Note: use Demco Order #C94106

637714	Century Magnetics, Inc. Annapolis Business Park 2158 Renard Court Annapolis, MD 21401-6756 Attn: William Clark	301.970.2427 410.224.8522 fax
630858	Matrix Data Corporation 21555 Drake Road Cleveland, Ohio 44136 Attn: Vi Orgrinc	800.456.3325 ext. 4977 440.238.4546 fax
631964	Gaylord Brothers Division Croydon Company, Inc. PO Box 4901 Syracuse, NY 13221 Attn: Jerome Dobos	800.448.6160 800.891.5280 fax
637073	Willard Packaging Company 18940 Woodfield Road Gaithersburg, MD 20879 Attn: Thomas Ball	301.948.770 301.963.2375 fax
637715	Vernon Library Supplies, Inc. 2851 Cole Court Norcross, GA 30071 Attn: Shai Roblein	800.878.0253 800.466.1165 fax

LIBRARY SUPPLIES
Contract #BL99-21772314A -F

Item #	Description	Manufacturer & catalog number	Packaging	Cost	Vendor	Delivery
	Book Jackets Covers: adjustable, unlined crystal clear, 1.5 mil polyester with unglued liner. Must have 1" fold on one long side. All heights are without the 1" fold added					
1	Flat sheet size: 11"H x 20"L. Folded sheet size: 10"H x 20"L. To fit a 9" book	Demco P122-3090	50/box	4.01	Demco	30 days ARO
2	Flat sheet size: 12"H x 20"L. Folded sheet size: 11"H x 20"L. To fit a 10" book	Demco P122-3100	50/bx	4.54	Demco	30 days ARO
3	Flat sheet size: 12"H x 22"L. Folded sheet size: 11"H x 22"L. To fit a 10"L book	Gaylord 10LUS	100/pkg	95.60	Gaylord Bros	15-30 days ARO
4	Flat sheet size: 14"H x 24"L. Folded sheet size: 14"H x 24"L. To fit a 12" book	Demco Dura-folds P122-3120	50/box	5.75	Demco	30 days ARO
5	Flat sheet size: 14"H x 26"L. folded sheet size: 13"H x 26"L. To fit a 12"L book	Demco Dura-folds P122-3121	50/box	6.08	Demco	30 days ARO
6	Flat sheet size: 14"H x 28"L. Folded sheet size: 13"H x 28"L. To fit a 12XL book.	Demco Dura-folds P122-3122	50/box	8.00	Demco	30 days ARO
7	Flat sheet size: 16"H x 28"H. Folded sheet size: 15"H x 28"L. To fit a 14" book	Demco Dura-folds P122-3140	50/box	7.40	Demco	30 days ARO
8	Flat sheet size: 18"H x 28"L. Folded sheet size: 17"H x 28"L. To fit a 16" book	Demco Dura-folds P122-3160	50/box	8.77	Demco	30 days ARO
9	Metal book support. 9"H x 6"W w/cork base, asst colors	Gaylord 169-3	Each	1.82	Gaylord Bros	15-30 days ARO

Item #	Description	Manufacturer & catalog number	Packaging	Cost	Vendor	Delivery
10	<p>Continous pinfold label sets w/permanent adhesive, to be used in producing spine labels, book pockets, & circulation card labels . Fan folded overall 5-1/16"W. Pinfold center 4-1/2". Horizontal perforation 3" vertically.</p> <p>(1) circ label 2-9/10 x 5-1/16"</p> <p>(2) Book pocket label 2-9/10" x 1-5/16"</p> <p>(3) Sprine labe 9/10" x 2-11/16" (with special cut across the label 1-3/8" down the label cut in half)</p>	Gaylord #7011	1000/box	16.34	Gaylord Bros	15 -30 days ARO
11	Crystal shield magazine saver, 12"H x 7"W	Crystal Shield CSM100	Each	1.03	Vernon Library Supplies Inc.	14 days ARO
12	Crystal shield magazine saver 12"H x 9"W	Crystal Shield CSM120	Each	1.39	Vernon Library Supplies Inc.	14 days ARO
13	Pamphlet files, molded plastic. Closed back, cut corner, 12"x4"x9" asstd colors	Demco P142-576	Each	1.87	Demco	30 days ARO
14	Kik stepstool, steel, 3 retractable caster wheels, non-skid plastic top tread, bottom rubber bumper 14"H x 15.5"D asstd colors	Cramer-Gaylord 514	Each	35.40	Gaylord Bros. Division of Croydon Co. Inc.	7-15 days ARO
	HANGING BAGS					
15	Style 1: 8" H 9" W	Demco P163-0085	10/pkg	3.40	Demco	30 days ARO
16	Style 2:	Monaco #5702	10/pkg	.35 each	Vernon Library Supplies Inc	14 days ARO
17	Style 3: 8.5"H x 10"W	Monaco #5703	10/pkg	3.50	Vernon Library Supplies Inc.	14 days ARO
18	Style 4: 13-1/4"H x 10"W	Monaco Gaylord #HB104	10/pkg	4.38	Gaylord Bros	15-30 days ARO
19	Style 5: 13-1/2"H x 13-5/8"W	Monoco Gaylord #HB105	10/pkg	4.38	Gaylord Bros	15-30 days ARO
20	Hang up bags, sturdy 2 part snap together plastic handles, 4 mil 14.5 x 12.5	Monoco Gaylord #HB106	10/pkg	4.38	Gaylord Bros	7-15 days ARO

Item #	Description	Manufacturer & catalog number	Packaging	Cost	Vendor	Delivery
21	Book Pockets- kraft stock fold over in front. Pressure sensitive backing book pockets. Self-stick 4-3/4"H x 3-1/2"W, 3-3/4" pocket	Demco P125-4750	500/box	11.96	Demco	30 days ARO
	Same as #20 except for school use	Same	Same	10.88	Demco	30 days ARO
22	Tape, 1/16" double faced foam, ½ " wide 3" core, 36 yds/roll	Demco Scotch P148	Each	16.00	Demco	30 days ARO
23	Compact disc jewel boxes, clear, std size(4-7/8" x 5.5") Single box to hold (1) CD 7/16" thick)	El Mon Plastic CDR	Each	.36	Gaylord Bros	15-30 days ARO
24	Same as #22 except double. Holds (2) CD's 15/16" thick	El Mon Plastic CDR-2	Each	.79	Gaylord Bros	15-30 days ARO
	Audio Cassette Cases- white plastic w/clear vinyl overlays & dust proof closures					
25	1 cavity – 5"W x 6.25"H x ½" spine	Century Magnetics Compak 1	50/ctn	1.30	Century Magnetics Inc.	7 days ARO
26	2 cavity – 5"W x 6.25"H x 1.2" spine	Century Magnetics Compak 2	50/ctn	1.35	Century Magnetics Inc.	7 days ARO
27	3 cavity – 5"W x 8.75"H x ½" spine	Century Magnetics Compak 3	50/ctn	1.40	Century Magnetics Inc.	7 days ARO
28	4 cavity – 5-3/8"W x 6.5"H x 1" spine	Century Magnetics Compak 4	50/ctn	1.50	Century Magnetics Inc.	7 days ARO
29	6 cavity – 5-3/8" W x 8.75"H x 1" spine	Century Magnetics Compak 6	50/ctn	1.60	Century Magnetics Inc.	7 days ARO
30	8 cavity – 6.5" W x 9-3/8"H x 1" spine	Century Magnetics ACA-8V	24/ctn	2.02	Century Magnetics Inc.	7 days ARO
31	2 cavity plus literature 6-1/8"W x 9"H x 1" spine	Century Magnetics CNO + 2PP	20/ctn	2.85	Century Magnetics Inc	30 days ARO
32	3 cavity plus literature 11-9/16" W x 13.5"H x 1-15/16" spine	Century Magnetics CNO + 3PP	18/ctn	5.42	Century Magnetics Inc	30days ARO
33	6 cavity plus literature 9-7/8"W x 12.75" H x 1-1/8" spine	Century Magnetics CNO + 6PP	18/ctn	4.09	Century Magnetics Inc	21 days ARO
34	Univ. video case 4.75"W x 8"H x 1-1/8" spine w/4" tooth closure	Century Magnetics VCO-FOC white	100/ctn	.48	Century Magnetics Inc	21 days ARO

Item #	Description	Manufacturer & catalog number	Packaging	Cost	Vendor	Delivery
35	Video cassette & literature insert size 10"W x 12.5"H x 2-3/8"D for cassette, other size holds 8 1/2 x 11 literature. Tray has strap, 13.5"H x 1-15/16" spine	Blackbourn Gaylord #J1811	Each	3.93	Gaylord Bros	15-30 days ARO
	AUDIO CASSETTE CASES					
36	10 cavity, multi-leaf wide spine series(3+2+3+2) 5"W x 8.75"H x 2-9/16" spine.	Century Magnetics CNO-10PP	25/ctn	3.77	Century Magnetics Inc.	30 days ARO
37	12 cavity, multi-leaf wide spine series (3+3+3) 5"W x 8.75"H x 2-9/16" spine	Century Magnetics CNO- 12PP	25/ctn	3.85	Century Magnetics Inc.	30 days ARO
38	16 cavity, multi-leaf wide spine series 4+4+4) 16" W x 2-5/8" spine	Century Magnetics CNO+16PP	10/ctn	5.49	Century Magnetics Inc.	30 days ARO
39	Rigid Literature Tray, 10.5"W x 13"H x 2-1/8" spine. 2 trays/pkg. One tray for 8.5 x 11 x 1/2" and one tray for 8.5 x 11 x 1.5" literature w/ 3" strap	Century Magnetics BB-17PP	12/ctn	5.79	Century Magnetics Inc.	30 days ARO
40	Subject Classification Labels- pressure sensitive 1" x 1/4" yellow w/red letters	Demco P128-5401	500/roll dispenser pack	4.21	Demco	30 days ARO
41	Blank 3 x 5 continuous form, 3 part carbonless w/5.5" between pinfeed centers fanfold and perforated, 3 part pinfeed forms. Overall width 6"	Bejan #MCD5535	1000/box	25.08	Gaylord Bros	7-15 days ARO
42	Book pockets, vinyl clear pressure sensitive, 8ml vinyl, 5"H x 3.5"W w/3.5" high front	Gaylord STBL43	200/box	30.17	Gaylord Bros	7-15 days ARO
	AUDIO CASSETTE CONTAINERS					
43	2 cavity & literature well 12-3/16"H x 9-7/8"H x 15/16" spine	Century Magnetics #A5-1A	25/ctn	4.89	Century Magnetics Inc	30 days ARO
44	6 cavity & literature well 11"H x 8/5"W x 1" spine	Century Magnetics #BB-86B	18/ctn	4.09	Century Magnetics Inc.	21 days ARO
45	8 cavity & literature well 12-3/16"H x 9-7/8"W x 15/16" spine	Vinyl Solution #CA8	Each	4.08	Gaylord Bros	15-30 days ARO
46	Round Classification labels, Pressure sensitive 3/4" round removable adhesive	Demco P128-0257	500/roll	4.78	Demco	30 days ARO
	For items not listed above, a 12% discount is offered from catalog pricing.	Gaylord Bros			Gaylord Bros	

Item #	Description	Manufacturer & catalog number	Packaging	Cost	Vendor	Delivery
	BOOK JACKET COVERS					
	Adjustable #9 1.5 mil crystal clear polyester film, with white paper liner. Minimum 19" long for books 8-1/8" – 9" high	Gaylord #9	100/pkg	7.53	Gaylord Bros	7-15 days ARO
47	Adjustable #10 1.5 mil crystal clear polyester film with white kraft paper liner. Minimum 20" long for books 9-1/8" – 10" high	Gaylord #10	100/pkg	9.03	Gaylord Bros	7-15 days ARO
48	Adjustable #12 1.5 mil crystal clear polyester film with white kraft paper liner. Minimum 24" long for books 10-1/8"- 12" high	Gaylord #12	100/box	13.55	Gaylord Bros	7-15 days ARO
49	Adjustable #14 1.5 mil crystal clear polyester film with white kraft paper liner. Minimum 28" long for books 12-1/8"- 14" high	Gaylord #14	100/pkg	16.70	Gaylord Bros	7-15 days ARO
50	10" 1.5 mil polyester film, white paper liner for books 9-1/8 – 10" high	Gaylord #2910	100yds/roll	20.91	Gaylord Bros	7-15 days ARO
51	16" 1.5 mil polyester film, white paper liner for books 14-1/8 " – 16" high	Gaylord #R16	100yds/roll	21.91	Gaylord Bros	7-15 days ARO
52	Acetate Fibre Tape, 1/2" x 72 yds. Durable 3M acetate fibre reinforced tape used for attaching book jacket covers, 3" core	Gaylord #280	72 yds/roll	5.49	Gaylord Bros	7-15 days ARO
	SHIPPING BOXES					
53	12"x12"x 8" 200# test, maximum weight 65#	Willard #12128	25/bundle	.42 each	Willard Packaging	1 day ARO
54	14"x14"x 10" 200# test maximum weight 65#	Willard #14140	25/bundle	.58 each	Willard Packaging	1 day ARO
55	Ribbon, Okidata Microline 390/391 matrix nylon	Unilopy #14324	6/box	1.62 each	Matrix Data	4 days ARO
56	Tape, polypropylene, transparent 1" 2.5 mil	Demco #162-0253	Each	5.45	Demco	30 days ARO
57	Ribbon, Okidata Microline 320 9 pin printer ribbon(black)	Unilopy #141327	6/pkg	1.39 Each	Matrix Data	4 days ARO
58	Labels, computer – 1 across, macro instant stik white 2.5" x 15/16"	Maco #42472	5000/box	14.11/box	Matrix Data	4 days ARO